

10 April 1974

STATINTL

MEMORANDUM FOR: [REDACTED]
OL/Logistics Services Division

SUBJECT : Main Reception Area

1. The minutes of the Fine Arts Commission meeting on 12 March 1974 define the Commission's position on modification of the Main Reception Area.

2. Expanding on the new plans for the ceiling:

a. Where open spaces exist between light boxes, the spaces should be filled in. Some of these spaces are already filled by air vents. The space closest to the wall at each end of a string of lights should not be filled in.

b. The ceiling space between each string of light boxes and at either end of each string should be painted white.

c. Each string of light boxes should be painted. Beginning at the wall behind the main receptionist's desk, the strings should be painted in the sequence 1, 2, 3, 2, 1, 2, 3 . . . Both the sides and the lip of each box plus the two ends facing the wall should be painted. The inset grating in each box should not be painted.

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3. I will be available to discuss the project with GSA.

[REDACTED]
Executive Secretary
Fine Arts Commission

Distribution:

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